

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Municipal Administration & Urban Development Department – Swachha Andhra Corporation – Swarna Andhra Swachha Andhra (SASA) Programme – Streamlining of E-Waste collection in Urban Local Bodies (ULBs) – Standard Operating Procedure (SOP) – Approved –Orders - Issued.

=====

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (K) DEPARTMENT

G.O.RT.No. 1451

Dated: 11-12-2025

Read the following:-

e-file bearing No. 2998724 of O/o Swachh Andhra Corporation.

&&&

ORDER:-

Government have observed that management of Electronic Waste (E-Waste) has become an important component of Municipal Solid Waste (MSW) management due to the increasing generation and disposal of electronic and electrical items such as computers, mobile phones, and household appliances. Improper disposal of such E-Waste poses serious environmental and health hazards due to the presence of hazardous and non-biodegradable components.

2. Recognizing the importance of proper E-Waste management, the Government has prioritized it as a key initiative under the flagship programme “Swarna Andhra Swachha Andhra (SASA)”. During the April 2025 theme – “E-Check”, E-Waste collection activities were launched across all Urban Local Bodies (ULBs) to establish a sustainable mechanism for its segregation and safe disposal.

3. The Swachha Andhra Corporation (SAC) has entered into an MoU with M/s RE Sustainability Pvt. Ltd., Hyderabad, for collection and safe disposal of E-Waste from all ULBs. However, only 46 ULBs have so far handed over the collected E-Waste, indicating the need to strengthen regular collection.

4. Accordingly, the Managing Director, Swachha Andhra Corporation, has submitted a Standard Operating Procedure (SOP) for uniform implementation of E-Waste management across all ULBs and requested issuance of necessary instructions.

5. After careful examination of the proposal, the Government hereby approve the Standard Operating Procedure (SOP) for E-Waste Management, as appended to this order as Annexure and issue the following instructions for strict implementation by all Urban Local Bodies (ULBs):

(P.T.O)

- i) All ULBs shall conduct E-Waste collection drives twice every month, specifically on the 10th and 20th of each month, in addition to their regular municipal solid waste collection.
- ii) ULBs shall ensure that the E-Waste so collected is handed over only to the authorized recycling agency designated by the Swachha Andhra Corporation.
- iii) Adequate public awareness campaigns shall be conducted to educate citizens on the importance of segregating and safely disposing of E-Waste.
- iv) Each ULB shall designate a Nodal Officer for E-Waste Management and maintain proper records of collection, transportation, and disposal as per the Standard Operating Procedure (SOP).
- v) The Commissioner & Director of Municipal Administration (CDMA) and the Managing Director, Swachha Andhra Corporation, shall monitor the implementation of these instructions and ensure 100% participation of all ULBs in the programme.

6. The Managing Director, Swachha Andhra Corporation, Vijayawada, shall coordinate with the concerned agencies and provide necessary technical and operational support to all ULBs for effective implementation of the Standard Operating Procedure (SOP).

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

S SURESH KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner & Director of Municipal Administration, AP
The Managing Director, Swachha Andhra Corporation.
All Commissioners of Urban Local Bodies in the State.

Copy to:-

The OSD to Hon'ble M(MA&UD).
The P.S. to Chief Secretary to Government.
The Ps to Secretary to Government, MA & UD Department
Sf/Sc.

// FORWARDED :: BY ORDER //

SECTION OFFICER

Standard Operating Procedure (SOP) For Streamlining E-Waste Collection and Channelization in Urban Local Bodies (ULBs) Under the Swarna Andhra Swachha Andhra (SASA) Programme.

1. Background

E-Waste management has emerged as a crucial aspect of Municipal Solid Waste Management (MSWM) due to the increasing generation of electronic and electrical waste such as computers, mobile phones, cables, appliances, and accessories. Improper disposal of E-Waste along with regular municipal waste poses significant environmental and health risks due to the presence of hazardous substances like heavy metals and plastics.

To address this, the Government of Andhra Pradesh, under the Swarna Andhra Swachha Andhra (SASA) programme, has prioritized E-Waste Management as one of the key interventions. The State has entered into an MoU with an authorized agency for the collection, transportation, and environmentally safe disposal of E-Waste from all Urban Local Bodies (ULBs) in the State.

2. Objective

The objective of this Standard Operating Procedure (SOP) is to establish a standardized process across all ULBs for:

- Efficient collection, segregation, and channelization of E-Waste.
- Ensuring safe transportation and disposal through the authorized agency.
- Promoting citizen and institutional participation in E-Waste management.
- Achieving 100% ULB compliance under the Swarna Andhra Swachha Andhra (SASA) framework.

3. Scope

This Standard Operating Procedure (SOP) applies to:

- All 123 Urban Local Bodies (ULBs) in Andhra Pradesh.
- All government and private institutions, households, and bulk consumers generating E-Waste.
- The authorized E-Waste collection and disposal partner identified by Swachha Andhra Corporation (SAC).

4. Roles and Responsibilities

4.1 Swachha Andhra Corporation (SAC):

- Serve as the State-level coordinating and monitoring body.
- Ensure continuous coordination with the authorized agency.
- Issue periodic directions, review ULB progress, and report to MA&UD Department.

- Maintain a centralized database of E-Waste collected and disposed.

4.2 Urban Local Bodies (ULBs):

- Nominate a Nodal Officer for E-Waste Management.
- Conduct quarterly drives and maintain E-Waste collection points at the municipal office or designated transfer station.
- Coordinate with the authorized agency for collection, transportation, and disposal.
- Maintain proper records, including weight, category, and date of dispatch.
- Conduct public awareness campaigns on proper E-Waste disposal.

4.3 Authorized Agency:

- Provide logistical support for the collection and transportation of E-Waste.
- Ensure environmentally safe recycling/disposal as per CPCB and APPCB guidelines.
- Submit monthly reports to Swachha Andhra Corporation (SAC) on the quantity collected and disposed per ULB.

5. Procedure for E-Waste Collection and Channelization

S. No	Activity	Responsible Agency	Frequency/ Timeline
1	Identify and designate an E-Waste Collection Point at the ULB level	ULB	One-time
2	Appoint an E-Waste Nodal Officer at ULB.	Commissioner, ULB	One-time
3	Conduct awareness campaigns for households, institutions, and bulk users	ULB / SAC / SKP	Quarterly
4	Segregate and collect E-Waste at designated points	ULB / Sanitation Wing	Continuous
5	Conduct E-Waste Collection Drives.	ULB	On 10th and 20th of every month
6	Inform the authorized agency for pickup once sufficient quantity is accumulated.	ULB Nodal Office	As required
7	Handover E-Waste to the authorized agency with acknowledgement and weightment details.	ULB / Authorized Agency	Ongoing
8	Submit monthly report (collection, weight, date, disposal) to Swachha Andhra Corporation (SAC)	ULB	Monthly
9	Verification and validation of data from agency and ULB.	Swachha Andhra Corporation	Quarterly
10	Consolidated reporting to MA&UD Department	Swachha Andhra Corporation	Quarterly

6. Documentation and Reporting

- Each ULB must maintain an E-Waste Register with details of quantity, source, category, and handover dates.
- Acknowledgement receipts from the authorized agency must be attached to the monthly progress report.
- Swachha Andhra Corporation (SAC) will maintain a State Dashboard for real-time monitoring of ULB performance.

7. Awareness and IEC Activities

- Display “E-Waste Collection Point” boards at designated locations.
- Conduct school and ward-level awareness programs.
- Engage Resident Welfare Associations (RWAs), traders, and educational institutions in campaigns.
- Disseminate information through social media and local FM channels.

8. Monitoring and Review

- Monthly progress to be reviewed at the ULB level by the Commissioner.
- Swachha Andhra Corporation (SAC) to conduct quarterly review meetings with all ULB Nodal Officers.
- E-Waste collection will be one of the parameters in the monthly District Ranking under the Swarna Andhra Swachha Andhra (SASA) programme.

9. Safety and Compliance

- Ensure all collection and transportation are done using protective gear.
- E-Waste must not be mixed with municipal solid waste.
- Follow guidelines of CPCB, MoEFCC, and APPCB for safe disposal.

10. Expected Outcomes

- 100% ULB coverage under E-Waste channelization.
- Reduction in improper disposal and open dumping.
- Enhanced environmental sustainability and compliance under Swarna Andhra Swachha Andhra (SASA) KPIs.

S SURESH KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT